



Approved 10-19-11

**SCOTTSDALE PUBLIC LIBRARY BOARD
MEETING MINUTES
Civic Center Library Board Room
September 21, 2011 - 3:30 p.m.**

Members Present: Doug Sydnor, Vice Chair
Carol Padwe, Secretary
Joan Freund
Paul J. Lison
Mary Wilber

Staff Present: Rita Hamilton, Library Director
Carol Damaso, Public Services Sr. Manager
Aimee Fifarek, Library Technologies & Content Sr. Manager
Cheryl Thomsen, Senior Management Analyst
Marie Raymond, Early Literacy Coordinator
Bill Murphy, Executive Director Community Services
Tim Barnard, Parks & Recreation Manager
Rose Rimsnider, Administrative Secretary

CALL TO ORDER

Mr. Sydnor called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

Mr. Sydnor called for a motion to approve the Minutes of the June meeting.
Mrs. Freund so moved; Mrs. Padwe seconded, and the motion passed 5-0.

LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Monthly Statistical Report – Cheryl Thomsen

	<u>Year End 09-10</u>	<u>Year End 10-11</u>	<u>% Change</u>
Circulation	4,012,427	3,865,156	-4%
Attendance	1,680,084	1,655,721	-1%

	<u>July & August 2010</u>	<u>July & August 2011</u>	<u>% Change</u>
Items Circulated	689,799	645,336	-6%
Attendance	286,517	257,850	-10%

In the Library Book Sale Special Revenue Account, July and August income from sales were \$30,784.

For the Year End 2010-2011, volunteers donated 45,721 hours to the Library, the public access computers were used 551,688 times, 2,103,872 users accessed the library's web site and there were 64,199 WiFi users (+24%). In July and August 2011, volunteers donated 8,184 hours to the Library, the public access computers were used 87,593 times, 331,020 users accessed the library's web site and there were 12,299 users of WiFi (+31%).

Library Director's Report – Rita Hamilton

Ms. Hamilton handed out library's organizational chart. All vacancies have been filled, mostly hiring from within.

The Civic Center remodel will begin mid October. There will be disruption to the library; and we have signs in place alerting customers about the renovation. The customer service and check-in areas will be moved to the Gallery area as well as the public computers will be temporarily moved to that location during the remodel. The renovation is expected to last approximately 10 weeks with a cost of about \$325,000.

The Appaloosa Library won a merit award from the Valley Forward Association's Environmental Excellence Awards. Appaloosa was recognized in the Buildings and Structures category. Appaloosa was also chosen by the American Institute of Architects, Arizona Chapter to receive the Arizona APS Energy award on October 22nd.

Maricopa County Library District has allocated \$1 million, based on tax collected, to disperse to eligible libraries for use in obtaining library materials. Scottsdale Libraries will receive \$180,000 for library materials; and the District will pay for our Freegal service.

Customer Comment Report – Rita Hamilton

Mrs. Freund commented that the coffee cart at Mustang is a great idea. The gentleman is very charming and we hope he does well. Ms. Hamilton commented that the City has a license agreement with the vendor. At the end of the year, we will go out to bid to secure a coffee service contract.

Mrs. Freund commented on the reduction in computer classes that are offered through the library. Ms. Hamilton said the library has shifted focus to library courses that help customers with library services. We recommend to customers City departments that offer computer classes.

Mrs. Freund also commented on the large number of kudos the library receives from customers for their customer service and offerings. She praised Ms. Hamilton's leadership.

Library Service Highlight – Marie Raymond

Ms. Raymond presented an overview of the \$150,000 grant, Knowing and Growing, funded through the First Things First Northeast Regional Council. Knowing and Growing is a comprehensive parent education program administered by Scottsdale Public Library in collaboration with City of Scottsdale's Youth and Family Services, Paiute Neighborhood Center, Scottsdale Prevention Institute, New Directions Institute for Brain Development, Scottsdale Healthcare, Center for Autism and Related Disorders, Desert Foothills Library, Fountain Hills Branch Library and the Ft. McDowell/Yavapai Nation.

Class offerings teach parents strategies that promote healthy child development and early literacy through one-on-one and small group conversations with librarians and other family

service professionals, and provide peer support, modeling and the integration of and referral to additional library and community resources.

BOND 2012 PROJECTS

Mr. Murphy presented the Library's portion of the City's bond proposal to residents. We have prioritized our needs into three year increments to upgrade or renovate existing infrastructure without additional impact to the operating budget; implement newer technologies to improve cost effectiveness; reconfigure existing spaces to meet new priorities and to deliver maximized benefit to residents. For the 2012 Bond, the library's request is \$2.2 million to replace/upgrade existing library inventory management and materials handling systems and the underlying network infrastructure to meet increase in customer use and demands for technology advancements. For the 2015 Bond, the library's request is \$1.1 million to remodel and refurbish the lower level of the library, including replacement of seating, sound and lighting systems in the auditorium.

The Board gave their support for the Bond proposal to residents.

BEHAVIOR MANAGEMENT POLICY (REVISED)

Ms. Hamilton explained the revision to the policy adds a Letter of Warning for Youth and Adults and a Letter of Suspension for Youth.

Mrs. Freund moved to approve the revision to the Behavior Management policy; Mrs. Padwe seconded, and the motion passed 5-0.

MATERIALS DONATIONS POLICY (REVISED)

Ms. Hamilton explained the revision to the policy deletes information regarding the Special Revenue Fund.

Mr. Lison moved to approve the revision to the Materials Donations policy; Mrs. Wilber seconded, and the motion passed 5-0.

ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION

The Board requested an update on the Netbooks project.

OPEN CALL TO THE PUBLIC

Public attending: Ms. Denise Dowers, Mrs. Louise Nemanich, Mrs. Peggy Sharp-Chamberlain, and Ms. Susan Thompson.

Mr. Sydnor recognized and thanked Ms. Dowers and Mrs. Nemanich for their years of service to the Library Board, wished them well and hoped they would remain involved with the library.

Mrs. Nemanich thanked the Board and staff for their support during her Library Board term. Ms. Dowers also thanked the Board for their support and asked Ms. Hamilton why the library did not have the type of check out machines that allowed customers to feed materials through the process instead of scanning one book at a time. Ms. Hamilton responded, we do not have the technology in place to use that style of check out machine.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 4:45 PM.

Respectfully submitted,

Rose Rimsnider
Administrative Secretary